

# Victorian Short Fiction Project Templates

## Wiki Editing Process

To add your content to the Victorian Short Fiction Project, do the following:

**Note:** To edit the site you must be registered and logged in. If you do not have an account, see your professor.

Step	Action
1	Add the introduction to the journal you selected (if applicable). See template below.
2	Add the pages for the volumes/issues and submit the bibliography for each. See template below.  <b>Important:</b> The pages should be titled the using the following pattern: [[Volume #, Issue # (Name of Journal)]] or [[Volume # (Name of Journal)]] as appropriate. To create the bibliography page, just type name of the page in the search field and click go.
3	Add introduction and transcription. See template below.
4	Upload PDF scan of the short fiction to the site.  <b>Important:</b> Make sure to name the file the same name as the short fiction title, up to the first five words, followed by your initials. Please use an underscore instead of spaces in the name of the file and remove any punctuation!
5	Add Authors Category to Author's page (if applicable).
6	Add brief intro and list of contributions to you Student Editor Page. See template below.

**Note 1:** In the templates below, text in *pink italics* are instructions that need to be replaced with your actual content.

**Note 2:** If you need to italicize any text, just put two single quotes around the text or to bold any text put three single quotes around the text.

**Note 3:** Text within <!-- text --> is an html comment and if included in the edit view of the Wiki they will not show up in the document view.

## Journal Introduction Template (Category)

---

'''Title:''' *"The Name of Journal"*

'''Editor:''' *Name of Editor*

'''Publisher:''' *Publisher Name*

*Insert your journal introduction here*<ref>*Insert footnote text here.*</ref>. *Insert more journal introduction*<ref>[[Works Cited |DNB]]</ref> *here. Insert your journal introduction here...*

== Notes ==

<references/> <!-- This tells the Wiki where to put the footnotes. -->

Submitted by: [[*LastName, FirstName*: section *1*, *Fall 2007*]]

[[Category:Journals|*Name of Journal, The*]]

---

### Explanation:

The first line consists of the label Title surrounded by three single quotes (the wiki bolds any text within three single quote marks), followed by the title of the journal within two single quote marks (the wiki italicizes any text within two single quote marks). This line is followed by an empty line.

The next line consists of the label Editor: (bolded using three single quotes). You should enter the name of the editor(s) after the label (if there are more than one editor, please change the Editor label to the plural). This line is followed by an empty line.

The next line consists of the label Publisher: (bolded using three single quotes). You should enter the name of the Publisher after the label. This line is followed by an empty line.

On the following lines, you can paste in the journal introduction you have written.

To insert foot notes, do the following: immediately after each word or phrase that you wish to annotate, insert an open <ref> tag then enter the foot note text then close off the foot note with a closing </ref> tag. (as shown in the example above).

If a footnote cites one of the sources from the website's Works Cited list (so that you use an abbreviation in your footnote), you should link the citation to the Works Cited page. This is the code to use: <ref>[[Works Cited |DNB]]</ref>. Simply replace the pink text with the abbreviation for the source you are citing. The wiki will display the abbreviation

as a link to the Works Cited page (the text before the vertical line names the page to link; the text following the vertical line will display on the screen).

After you have entered each footnote, using the `<ref>` `</ref>` tags in the appropriate locations within your transcription, enter a blank line after the transcription. Next insert two equal signs (==) followed with the word Notes and two more equal signs (==). A word (or phrase) surrounded by two equal signs creates a second level heading.

On the next line enter the tag `<references/>` . This tag tells the wiki where to put the footnote text (see results graphic below for an example).

Then after two additional empty lines, include a line that includes the Submitted by: label then create a link to your Student Editor page. The naming structure should include your name (last name first) followed by the section number, semester and year you took the course (e.g., Doe, John, section 1, Fall 2007) If there are one or more people with the same name, section and semester/year as you, include a (2) or the next increment after your name. Example: Doe, John (2), section 1, Fall 2007.

Finally, after another empty line, be sure the following code is included at the bottom of the page:

```
[[Category:Journals]]
```

This dynamically adds the page to the Journals index. If this code is deleted, then people will not be able to find the journal page nor link to the bibliographical information for each volume or issue of the journal.

If the title of the journal begins with an article (A, An, The) then a sort key is required. A sort key simply tells the wiki how to alphabetize the listing in the Journals index. Here is an example of how the code appears with a sort key included:

```
[[Category:Journals|Name of Journal, The]]
```

The sort key only affects how the article is sorted on the category page and does not change the appearance of the page at all.

The rest of the content of the page (shown below) in the normal view is created dynamically (this will be further explained with the next template) and cannot be edited directly on this page.

**Note:** If you have any footnotes in your introduction, see the Transcription template for how to create footnotes.

Result:

The screenshot shows a Mozilla Firefox browser window with the address bar displaying 'Category:Name of Journal - Victorian Literature - Mozilla Firefox'. The browser's menu bar includes File, Edit, View, History, Bookmarks, Tools, Help, and del.icio.us. The page title is 'Category:Name of Journal'. The main content area displays the following information:

- Title:** *Name of Journal*
- Editor:** Name of Editor
- Publisher:** Publisher Name
- Insert your journal introduction here...
- Submitted by: LastName, FirstName: section 1, Fall 2007
- Articles in category "Name of Journal"**
- There are 2 articles in this category.
- V**
  - Volume 1, Issue 1 (Name of Journal)
  - Volume 1, Issue 2 (Name of Journal)
- Category: Journals

The left sidebar contains a navigation menu with links to Main Page, Short Fiction Titles, Journals, Authors, Student Editors, Recent Changes, Random Page, and Help. Below the navigation menu is a search box with 'Go' and 'Search' buttons. The toolbox section includes links for What links here, Related changes, Upload file, Special pages, Printable version, and Permanent link. The footer of the page displays the following information:

- This page was last modified 17:18, 8 January 2008.
- This page has been accessed 29 times.
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**Journal Introduction (Category) Page – Please note that the results shown do not include any footnotes/references. To see how footnotes should appear, see the transcription template below.**

## **Bibliography (or Volume/Issue) Template (Page)**

---

# *Short Fiction Title 1*, pp. *1-3*, by *Name of Author of Title 1*  
# *[[Short Fiction Title 2]]*, pp. *4-10*, by *Name of Author of Title 2*  
# *Short Fiction Title 3*, p. *10*  
# *Short Fiction Title 4*, pp. *11-20*, by *Name of Author of Title 4*  
# *Short Fiction Title 5*, p. *21*, by *Name of Author of Title 5*

Submitted by: *[[LastName, FirstName: section 1, Fall 2007]]*

*[[Category:The Name of Journal|Volume 010, Issue 001 (The Name of Journal)]]*

---

### **Explanation:**

This template creates an ordered list of contents of the Volume/Issue of the journal. The ordered list is created by using a pound sign (#) before each list item.

Each item should be in the following format if the short fiction piece is on a single page:

1. Title, p. #, by Name of Author

And if the short fiction piece spans 2 or more pages:

1. Title, pp. # - #, by Name of Author

Add as many items to the ordered list as needed for the complete contents of the journal volume/issue.

After the ordered list, add two additional empty lines. Next include a line with a Submitted by: label then create a link to your Student Editor page (for details on how to name that page see the Journal Introduction Template).

Finally, after another empty line, be sure to include the following code at the bottom of the page:

*[[Category:The Name of Journal|Volume 0010, Issue 0001 (The Name of Journal)]]*

Because of the way that the Wiki alphabetizes entries in a category, treating numbers as ASCII characters rather than as numbers, you need to create a sort key (the information after the vertical line) and use leading zeros, as appropriate, in the volume and/or issue number to make them all four digit numbers. Consequently the volumes and issues will sort correctly on the Journal Introduction page (for example, rather than having Volume 10 come before Volume 2).

**Please note:** The sort key only affects how the article is sorted on the category page and does not change the appearance of the page at all.

Last updated: 01/23/09

This code creates a link to this bibliography on the Journal's page (and vice versa). Just be sure to add the name of the journal exactly as it appears on the Journal Index page or it will not work correctly.

Result:

Volume 1, Issue 1 (Name of Journal) - Victorian Literature - Mozilla Firefox

File Edit View History Bookmarks Tools Help del.icio.us

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**Volume 1, Issue 1 (Name of Journal)**

1. Short Fiction Title 1, pp. 1-3, by Name of Author of Title 1
2. [Short Fiction Title 2](#), pp. 4-10, by Name of Author of Title 2
3. Short Fiction Title 3, p. 10
4. Short Fiction Title 4, pp. 11-20, by Name of Author of Title 4
5. Short Fiction Title 5, p. 21, by Name of Author of Title 5

Submitted by: [LastName, FirstName](#): section 1, Fall 2007

Category: [Name of Journal](#)

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[http://vsfp.cttbyu.org/index.php?title=Short\\_Fiction\\_Title\\_2](http://vsfp.cttbyu.org/index.php?title=Short_Fiction_Title_2)

## Bibliography Page

## Transcription Template (Page)

---

== Introduction ==

*LastNameofAuthor, FirstNameofAuthor. "The Short Fiction Title 2." Name of Journal. 1, 1 (YEAR): 4-7.*

*Insert your introduction to the short fiction piece here...*

== Transcription ==

*"The Short Fiction Title 2"*

(See [[media:*short\_fiction\_title\_2\_fl*.pdf|PDF Version]])

*Insert your transcription here. Here is some sample text. And if I want to insert a footnote, then put the ref tags next to the word you wish to annotate and the text of the annotation with in the tags as follows. Mrs. Atkins put down her work—a very handsome waistcoat <ref>A man's vest worn under a suitcoat.</ref> of sky-blue satin sprinkled with stars and bordered, it might be, with the zodiac, (the border was so strangely beautiful)—clapt her thimble on the mantel-piece <ref>[[Works Cited |DNB]]</ref>, and hurried to the cupboard.*

== Notes ==

<references/> <!-- This tells the Wiki where to put the footnotes. -->

Edited by: [[*LastName, FirstName*: section 1, Fall 2007]]

From: [[Volume 1, Issue 1 (*The Name of Journal*)]] <!-- This links back to the Volume/Issue page -->

[[category:Short Fiction Titles|*Short Fiction Title 2, The*]] <!-- Adds the Story to Short Fiction Titles index -->

[[category:*Name of Author*|*Short Fiction Title 2, The*]] <!-- Links the title to the Author page -->

---

### Explanation:

The first line is two equal signs (==) followed by the word Introduction and followed by two more equal signs (==). This creates a level 2 heading titled Introduction.

Under this heading, add the bibliographic citation for the short fiction title you are entering using MLA style.

After a blank line, enter the introduction you wrote about the short fiction title.

After two blank lines, you should have a line with two more equal signs (==) followed by the word Transcription and followed by two more equal signs (==). This creates a level 2 heading titled Transcription.

After another blank line, include the title within triple single quotes, this bolds the title.

On the same line as the title, include the following text and code: (See `[[short_fiction_title_2.fl.pdf|PDF Version]]`), but you should replace the italicized text with the name of the PDF file that you uploaded to the site for the short fiction title you transcribed (name the file the same name as the short fiction title, up to the first five words, followed by your initials. Please use an underscore instead of spaces in the name of the file and remove any punctuation).

After another blank line, insert your transcription.

To insert foot notes, do the following: immediately after each word or phrase that you wish to annotate, insert an open `<ref>` tag then enter the foot note text then close off the foot note with a closing `</ref>` tag. (as shown in the example above).

If a footnote cites one of the sources from the website's Works Cited list (so that you use an abbreviation in your footnote), you should link the citation to the Works Cited page. This is the code to use: `<ref>[[Works Cited |DNB]]</ref>`. Simply replace the pink text with the abbreviation for the source you are citing. The wiki will display the abbreviation as a link to the Works Cited page (the text before the vertical line names the page to link; the text following the vertical line will display on the screen).

After you have entered each footnote, using the `<ref>` `</ref>` tags in the appropriate locations within your transcription, enter a blank line after the transcription. Next insert two equal signs (==) followed with the word Notes and two more equal signs (==). A word (or phrase) surrounded by two equal signs creates a second level heading.

On the next line enter the tag `<references/>`. This tag tells the wiki where to put the footnote text (see results graphic below for an example).

After two blank lines, include an Edited by: label and then a link to your Student Editor page (following the pattern shown: `[[LastName, FirstName, section #, Semester YEAR]]`). Please note that this should be done precisely as the Submitted by links in the previous templates.

Add the code:



```
[[category:Short Fiction Titles]]  
[[category:Name of Author]]
```

Be sure to add the name of the author of the short fiction title you are working with in place of the text in italics. This dynamically adds the page to the Short Fiction Titles index and to the author's title index (if this is the first time that the author is listed this code creates a category page for the author).

If the short fiction title begins with an article (A, An, The) then a sort key is required. A sort key simply tells the wiki how to alphabetize the listing in the Short Fiction Titles and author's index. Here is an example of how the code appears with a sort key included:

```
[[category:Short Fiction Titles|Short Fiction Title 2, The]]  
[[category:Name of Author|Short Fiction Title 2, The]]
```

The sort key only affects how the article is sorted on the category page and does not change the appearance of the page at all.

**Note:** If the author is not known, then add it to the Anonymous category like this:

```
[[category:Anonymous|Short Fiction Title 2, The]].
```

Result:


Short Fiction Title 2 - Victorian Literature - Mozilla Firefox

File Edit View History Bookmarks Tools Help deljcio.us

http://vsfp.ctbyu.org/index.php?title=Short\_Fiction\_Title\_2

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## Short Fiction Title 2

[edit]

### Introduction

LastNameofAuthor, FirstNameofAuthor. "Short Fiction Title 2." Name of Journal. 1, 1 (YEAR): 4-7.  
Insert your introduction to the short fiction piece here...

### Transcription

[edit]

#### Short Fiction Title 2

(See [PDF Version](#))

Insert your transcription here. Here is some sample text. And if I want to insert a footnote, then put the ref tags next to the word you wish to annotate and the text of the annotation with in the tags as follows. Mrs. Atkins put down her work—a very handsome waistcoat <sup>[1]</sup> of sky-blue satin sprinkled with stars and bordered, it might be, with the zodiac, (the border was so strangely beautiful)—clapt her thimble on the mantel-piece, and hurried to the cupboard.

### Notes

[edit]

1. ↑ A man's vest worn under a suitcoat.

Edited by: [LastName, FirstName](#): section 1, Fall 2007

From: Volume 1, Issue 1 (Name of Journal)


Categories: [Short Fiction Titles](#) | [LastNameofAuthor, FirstNameofAuthor](#)

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Done

## Transcription Page

## Author Template (Category)

---

```
[[category:Authors|LastName, FirstName]]
```

<!-- Links the Author's category page to the Authors category and how to order the link created -->

---

### Explanation:


On the author's page of the short fiction title you submitted, if applicable, and add the following code: `[[category:Authors|LastName, FirstName]]`

This code adds the author's page to the Authors' index.

A sort key is usually needed on the individual author's page. When you add the "Authors" category also add a sort key with the author's last name first and first name last, as shown above. That way the Authors index will order the entry by the author's last name.

**Note:** There are a few instances when a sort key is not necessary, such as when the author is Anonymous and with some pseudonyms where there is no clear last name. For example, the author "Red Riding Hood" does not need a sort key. If you have a question about when to use a sort key on an author's page, consult with your instructor.

Result:



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Category:LastNameofAuthor, FirstNameofAuthor

---

**Articles in category "LastNameofAuthor, FirstNameofAuthor"**

---

There is 1 article in this category.

**S**

- [Short Fiction Title 2](#)

[Category: Authors](#)


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Done

## Author (Category) Page

## Student Editor Template (Page)

---

*Insert your brief intro here...* <!-- Insert a brief introduction of yourself -->

I contributed...

\* Short Fiction:

\*\* [[*Short Fiction Title 2*]]

\* Bibliographies:

\*\* [[Volume 1, Issue 1 (*Name of Journal*)]]

\*\* [[Volume 1, Issue 2 (*Name of Journal*)]]

\* Journal Introduction:

\*\* [[[:category:*Name of Journal*|*Name of Journal*]]

[[category:Student Editors]] <!-- Links your Student Editor page to the Student Editor's category -->

---

### Explanation:

On the first line, insert a brief introduction/bio of yourself.

After two blank lines, include a line that says, "I contributed..." followed by an unordered list of the Short Fiction transcription(s), bibliographies, and journal introduction(s) you submitted to the website. To create the unordered list, use a single asterisk at the beginning of the line of each new item, or to indent the links to your contributions, use two asterisks.

**Please Note:** In the code [[[:category:*Name of Journal*|*Name of Journal*]]], the vertical line followed by the name of the journal is not a sort key. In this case it indicates what text the Wiki should display on the page.

After you have included your contributions to the site, enter two blank lines. After the blank lines insert the following code: [[category:Student Editors]]

This code adds your student editor page to the Student Editors index.


Last updated: 01/23/09

Result:

LastName, FirstName: section 1, Fall 2007 - Victorian Literature - Mozilla Firefox

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## LastName, FirstName: section 1, Fall 2007

Insert your brief intro here...

I contributed...

- Short Fiction:
  - [Short Fiction Title 2](#)
- Bibliographies:
  - [Volume 1, Issue 1 \(Name of Journal\)](#)
  - [Volume 1, Issue 2 \(Name of Journal\)](#)
- Journal Introduction:
  - [Name of Journal](#)

Category: [Student Editors](#)

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**Student Editor Page**